

# **COMMITTEE ON ACCREDITATION MINUTES**

**October 18, 2006**

**California Commission on Teacher Credentialing  
Sacramento, California**

## **Committee Members Present**

Joyce Abrams  
Fred Baker  
Lynne Cook  
Diane Doe  
Dana Griggs  
Irma Guzman Wagner  
Ed Kujawa  
Karen O'Connor  
Ruth Sandlin  
Sue Teele

## **Staff Members Present**

Larry Birch, Director  
Teri Clark, Administrator  
Cheryl Hickey, Consultant  
Jo Birdsell, Consultant  
Teri Ackerman, Analyst/Recorder

## **Committee Members Absent**

David Madrigal  
Donna Uyemoto

## **Others Present**

Mary Sandy  
Ellen Curtis-Pierce  
Sharon Robison  
Iris Riggs  
Terry Cannings  
Diane Mayer

## **CALL TO ORDER**

The meeting of the Committee on Accreditation was called to order by Dana Griggs, Co-Chair, at 9:35 a.m. on Wednesday, October 18, 2006.

## **APPROVAL OF THE AGENDA**

Co-Chair Dana Griggs reviewed the agenda for the October meeting. It was moved, seconded (Teele/O'Connor) and carried to approve the agenda as amended.

## **APPROVAL OF THE MINUTES**

The minutes of the August, 2006 meeting of the Committee on Accreditation were reviewed. It was moved, seconded (Doe/Teele) and carried to approve the minutes as amended.

## **CO-CHAIR AND MEMBER REPORTS**

There were no co-chair or member reports.

## **STAFF REPORT**

Administrator, Teri Clark introduced Jo Birdsell, who has recently joined Commission staff as a consultant. Jo will be assisting with accreditation matters. Administrator Clark also announced that SB 1209 has been signed by the governor, which will probably result in the use of more staff resources. Teri Clark mentioned that Commission staff had attended the CCAC (Credential Counselors and Analysts of California) conference in Sacramento in early October. Teri presented an overview showing where the Commission stands regarding the changes made to the accreditation process and provided handouts to the COA. The overview showed those items which have already been acted upon by the Commission as well as those which are pending. Included was a chart of the seven year accreditation cycle.

Director, Larry Birch congratulated Commission staff on doing a fantastic job on preparing the changes in accreditation policies and procedures and also noted that the Professional Services Division (PSD) has been working very hard in preparation for the next Commission meeting. He added that two new commissioners were introduced at the last Commission meeting; Lillian Perry and Loretta Whitson. Loretta Whitson has a background in accreditation as she has participated in past accreditation team visits. Irma Guzman Wagner has also spoken to Caleb Chung, one of the newer commissioners, and has invited him on behalf of the COA to attend a future COA meeting. Director Birch noted that there is now only one vacancy on the Commission. He also reminded those present that the Commission will be electing a new chair and vice chair at the November 30-December 1 Commission meeting.

Teri Clark, Administrator, advised the COA that she is currently working on a letter to the Deans regarding accreditation reports. She added that she will be preparing a survey for sponsors of the Fifth Year programs in order to determine whether they have an approved program currently in place and if that program is being utilized.

## **REPORT OF PROGRAM AND INSTITUTIONAL ACCREDITATION RECOMMENDATIONS**

Administrator, Teri Clark presented the items in this report.

### **Program(s) of Professional Preparation for the Administrative Services Credential**

It was moved, seconded (Cook/O'Connor) and carried to grant initial accreditation to the following programs of professional preparation:

Madera County Office of Education  
Preliminary Credential

California State University, Los Angeles  
Preliminary Credential  
Preliminary Internship  
Professional Credential

Concordia University  
Preliminary Credential

Mills College  
Preliminary Credential  
Preliminary Internship

California State University, Northridge  
Preliminary Credential

San Diego State University  
Preliminary Credential with Internship

**Program(s) of Professional Preparation for the Education Specialist Credential**

It was moved, seconded (Cook/O'Connor) and carried to grant initial accreditation to the following program of professional preparation:

Pacific Oaks College  
Preliminary Level I Education Specialist Program  
Education Specialist: Mild/Moderate with Internship Option

**Recommendation About the Withdrawal of Professional Preparation Program**

It was moved, seconded (Cook/Guzman Wagner) and carried that the Education Specialist Level I Physical and Other Health Impairments (PHI) Credential Program at San Diego State University be withdrawn at their request, effective October 18, 2006.

**ADOPTION OF THE ELEVENTH ANNUAL ACCREDITATION REPORT**

Administrator, Teri Clark presented the Annual Report to the COA with editorial changes which were made after the August COA meeting. Additional COA input regarding edits was noted and those edits will be made prior to the February COA meeting, at which time the Annual Report will be voted on by the committee members.

**REPORT FROM THE COMMON STANDARDS WORK GROUP**

This item was presented by Administrator, Teri Clark. COA members broke into small groups to review the nine proposed revised Common Standards drafted by the work group consisting of both COA and Accreditation Study Work Group (ASWG) members, which met at CSU, Dominguez Hills in September. After the small group dialogue, the COA and those members of the Accreditation Study Work Group who were present discussed editorial changes to the new standards as well as any concerns they had regarding links to the current standards. These edits and changes will be made and brought to the February meeting of the COA.

**REPORT FROM THE EXPERIMENTAL STANDARDS WORK GROUP**

Teri Clark, Administrator, provided an overview of the Experimental Program Standards revision for discussion and review. A work group met at the Commission in early October to focus on the revisions. Fred Baker and Diane Mayer presented the report, based on the outcome of that meeting. It was stressed that the Experimental Standards had not been

revisited in a very long time and that revision is long overdue. It was agreed that standards should be broadened and procedures for submitting a program be made clear. Suggested points for inclusion in the standards were: use of language that would include all credential areas, clarity that experimental programs are to address the Common Standards, program proposals should delineate how candidate competence will be determined and what standards will be used, that experimental program reports should be linked to the accreditation cycle and that institutions or program sponsors are made aware of experimental programs as viable options for institutions to pursue.

The COA will return to discussion of the Experimental Program Standards at the February meeting.

### **DRAFT ACCREDITATION FRAMEWORK REVIEW**

Teri Clark, Administrator, presented this item to the COA. Staff has integrated the proposed revisions to the Accreditation Framework made at the August meeting of the COA and presented it for review as an information item. Those present broke into four groups, two groups reviewing the revisions made to Section 5 of the Accreditation Framework, and two groups reviewing the revisions made to Section 6. Each of the breakout groups presented their edits or questions when the groups returned to the table. It was suggested that after reviewing these items numerous times, that the Draft Accreditation Framework should be viewed by “fresh eyes” who would be able to identify whether the Draft Accreditation Framework is understandable. It was agreed that focus groups should be recruited to review the Draft Accreditation Framework. Lynne Cook volunteered to have a focus group on the CSU, Dominguez Hills campus review the Draft, and it was suggested that persons representing the independent institutions of higher education be approached as potential focus group members at the Cal Council gathering in mid-October. It was noted that program directors should also be included in these focus groups. In addition to focus groups, a subgroup of the COA and Accreditation Study Work Group will review the Draft Accreditation Framework and make their recommendations. This group will consist of Mary Sandy, Iris Riggs, Lynne Cook, Dana Griggs, Cheryl Hickey, Teri Clark, and possibly Sue Teele and Ruth Sandlin. Teri Clark will look into possible dates the subgroup can convene, prior to the February meeting. She has agreed to make any updates to the Accreditation Framework the breakout groups have identified, and will send those changes to the COA members by the end of October.

### **OTHER TOPICS RELATED TO THE REVISED ACCREDITATION SYSTEM**

This item was tabled for discussion at the February 14-15 meeting of the COA.

### **ADJOURNMENT**

Lynne Cook, Co-Chair, adjourned the meeting of the Committee on Accreditation at 3:45 p.m. on Wednesday, October 18, 2006.